

Downstream Strategies, LLC

GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is: <http://www.GSAAdvantage.gov>.

Schedule for: Professional Services Schedule
Industrial Group: 00CORP
Contract Number: GS10F103AA

For more information on ordering from Federal Supply Schedules, click on the FSS Schedules button at <http://www.gsa.gov/schedules-ordering>.

Contract Period: February 27, 2013 through February 26, 2018

Contractor: Downstream Strategies, LLC
295 High Street, Suite 3
Morgantown, WV 26505

Business Size: Small Business

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Contract Administration: Evan Hansen

Prices shown herein are net (discount deducted).

1. CUSTOMER INFORMATION

- 1a. Awarded Special Item Number(s):
 899-8, 899-8RC
 899-7, 899-7RC
 899-1, 899-1RC
- 1b. Price List: **See Section 4**
- 1c. Labor Category Descriptions: **See Section 3**
- 2. Maximum Order: **\$1,000,000.00**
- 3. Minimum Order: **\$100.00**
- 4. Geographic Coverage (Delivery Area): **Domestic and international**
- 5. Point of Production: **Morgantown and Alderson, West Virginia**
- 6. Discount from List Prices or Statement of Net Price:
 See Section 4, which shows government net prices (discounts already deducted)
- 7. Quantity Discounts:
 A 1% discount on all single orders exceeding \$150,000
 An additional 2% discount on all single orders exceeding \$300,000
 An additional 3% discount on all single orders exceeding \$500,000
- 8. Prompt Payment Terms: **2%, 10 days, net 30**
- 9a. Government Purchase Cards are Accepted up to the Micro-purchase Threshold: **Yes**
- 9b. Government Purchase Cards are Accepted Above the Micro-purchase Threshold:
 Will accept over \$2,500
- 10. Foreign items: **None**
- 11a. Time of Delivery: **Specified on the task order**
- 11b. Expedited Delivery: **Items available for expedited delivery are noted in this price list**
- 11c. Overnight and two-day delivery. **Contact contractor**
- 11d. Urgent Requirements. **Contact contractor**
- 12. F.O.B Point(s): **Destination**
- 13a. Ordering Address: **Same as contractor address**

- 13b. Ordering Procedures:
For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
14. Payment Address: **Same as contractor address**
15. Warranty Provision: **Contractor's standard commercial warranty**
16. Export Packing Charges: **N/A**
17. Terms and Conditions of Government Purchase Card Acceptance: **Contact contractor**
18. Terms and Conditions of Rental, Maintenance, and Repair: **N/A**
19. Terms and Conditions of Installation: **N/A**
20. Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and any Discounts from List Prices: **N/A**
- 20a. Terms and Conditions for any Other Services: **N/A**
21. List of Service and Distribution Points: **N/A**
22. List of Participating Dealers: **N/A**
23. Preventive Maintenance: **N/A**
- 24a. Environmental Attributes, e.g., Recycled Content, Energy Efficiency, and/or Reduced Pollutants: **N/A**
25. Data Universal Numbering System (DUNS) Number: **105971720**
26. Notification Regarding Registration in Central Contractor Registration (CCR) Database: **Registered**

2. OVERVIEW OF SERVICES

Downstream Strategies builds capacity for sustainability through projects in our three main program areas—WATER, ENERGY, and LAND—via our unique toolkits, which include GEOGRAPHIC INFORMATION SYSTEMS, MONITORING AND REMEDIATION, and STAKEHOLDER PARTICIPATION. We combine sound interdisciplinary skills with a core belief in the importance of protecting the environment and linking economic development with natural resource stewardship.

We provide science, research, and tools to agencies, organizations, and businesses. We have considerable background in environmental science and policy, environmental and watershed planning, geographic information systems, remediation, permitting, strategic planning, environmental economics, and survey design and execution. We have an established track record of managing successful projects from inception to completion.

Downstream Strategies has provided environmental consulting services since 1997. Our main office is located in Morgantown, West Virginia, with a second office established in Alderson, West Virginia in 2010. We provide environmental services as listed below:

Environmental Consulting Services (SIN 899-1)

- Environmental policy analyses
- Natural resource management plans
- NEPA environmental impact statements and assessments
- Survey design, execution, and analysis
- Regulatory assistance
- Training workshops
- Economic benefits analyses
- Agency program evaluations
- Data and model development
- Multi-criteria decision making
- NPDES permitting
- Expert testimony related to the Clean Water Act and Surface Mining Control and Reclamation Act
- Watershed and water resources planning
- Stormwater assessments
- Acid mine drainage treatment design
- Food system assessments
- Urban agriculture analyses
- Water sampling and site analyses
- Design and installation of monitoring well networks
- Phase I and II environmental site assessments
- Vapor intrusion surveys
- Ambient air monitoring
- Indoor air quality assessments
- Soil sampling
- Evaluation of renewable energy potential
- Integrated energy and environmental planning
- Energy audits and community energy planning

Geographic Information Systems (GIS) Services (SIN 899-7)

- Watershed delineation and management systems
- Watershed, hydrologic, and hydraulic modeling
- Aquatic habitat modeling and statistical assessments
- Water quality and quantity analysis
- NEPA project support and analysis
- Water pollution modeling and load calculations
- Groundwater modeling and investigations
- Flood management and delineation
- Customized GIS tool development
- Surface and groundwater protection and vulnerability analysis
- Permitting
- Water and wastewater infrastructure management
- GPS surveys
- Mapping and custom cartography, including Google Earth outputs

Remediation and Reclamation Services (SIN 899-8)

- Remedial alternative evaluations
- Underground storage tank monitoring and site closure
- Groundwater, surface water, and soil monitoring and remediation
- Field characterizations and investigations
- Indoor air quality investigations
- Vapor intrusion surveys
- Ambient air monitoring

3. LABOR CATEGORIES

Principal Consultant

- **Functional Duties/Responsibilities:** Directs multiple project managers in the overall execution of multiple projects and/or contracts. Establishes, promotes, and assures quality on all projects and work performed by all staff, including interim and final work products and documents. Monitors project production and schedules to ensure projects are completed on schedule. Demonstrates fluency in and supervises work in environmental science, GIS, remediation, or other applicable fields.
- **Minimum Education:** Bachelor's degree in environmental science or other applicable field. Advanced degree desirable.
- **Minimum Experience Requirements:** 10 years, to include experience with environmental science, GIS, remediation, and/or other applicable fields.
- **Relevant SINS:** 899-1, 899-7, 899-8

Senior Scientist

- **Functional Duties/Responsibilities:** Leads and directs projects with overall responsibility for technical accuracy and appropriateness. Manages and solves technically complex problems. Uses advanced techniques, theory, precepts, and practices. Plans, coordinates, and directs larger projects. Administers contracts. Demonstrates fluency in and supervises work in environmental science, GIS, remediation, or other applicable fields.
- **Minimum Education:** Bachelor's degree in environmental science or other applicable field. Advanced degree desirable.
- **Minimum Experience Requirements:** 8 years, to include experience with environmental science, GIS, remediation, and/or other applicable fields.
- **Relevant SINS:** 899-1, 899-7, 899-8

Senior Project Manager

- **Functional Duties/Responsibilities:** Directs project managers and staff members to maintain the quality of project deliverables. Responsible for solving complex technical problems while ensuring that project goals are met in a timely manner. Plans, coordinates, and directs larger projects or directs project managers. Demonstrates fluency in and supervises work in environmental science, GIS, remediation, or other applicable fields.
- **Minimum Education:** Bachelor's degree in environmental science or other applicable field. Advanced degree desirable.
- **Minimum Experience Requirements:** 8 years, to include experience with environmental science, GIS, remediation, and/or other applicable fields.
- **Relevant SINS:** 899-1, 899-7, 899-8

Project Manager

- **Functional Duties/Responsibilities:** Manages projects. Plans, schedules, conducts, and/or coordinates detailed phases of assigned project work. Makes project recommendations, adaptations, and modifications. Prepares reports and correspondence concerning assigned projects. Administers contracts. Executes work related to environmental science, GIS, remediation and/or other applicable technical fields.
- **Minimum Education:** Bachelor's degree in environmental science or other applicable field. Advanced degree desirable.
- **Minimum Experience Requirements:** 4 years of experience or Master's degree, to include experience with environmental science, GIS, remediation, and/or other applicable fields.
- **Relevant SINS:** 899-1, 899-7, 899-8

Project Scientist

- **Functional Duties/Responsibilities:** Under regular supervision and review and using prescribed methods, assists more senior staff in scientific and policy research using specialized skills, experience, and judgment. Prepares correspondence and reports for review by more senior staff. Executes work related to environmental science, GIS, remediation and/or other applicable technical fields.
- **Minimum Education:** Bachelor's degree in environmental science or other applicable field. Advanced degree desirable.
- **Minimum Experience Requirements:** 4 years of experience or Master's degree, to include experience with environmental science, GIS, remediation, and/or other applicable fields.
- **Relevant SINS:** 899-1, 899-7, 899-8

Staff Scientist II

- **Functional Duties/Responsibilities:** Responsible for the technical and scientific aspects of various projects. Under regular supervision and review and using prescribed methods, assists in report preparation and quality assurance/quality control procedures. Collects field data. Prepares and reviews figures, tables, and written reports. Interprets observations and data obtained by staff members. Has demonstrated experience in maintaining relevant professional standards. Performs work related to environmental science, GIS, remediation and/or other applicable technical fields.
- **Minimum Education:** Bachelor's degree in environmental science or other applicable field
- **Minimum Experience Requirements:** 2 years, to include experience with environmental science, GIS, remediation, and/or other applicable fields.
- **Relevant SINS:** 899-1, 899-7, 899-8

Staff Scientist I

- **Functional Duties/Responsibilities:** Assists more senior personnel by performing routine aspects of project assignments. Reports information obtained and observations made to more senior staff for interpretation. Collects field data. Helps prepare figures, tables, and written reports for review by more senior staff. Performs work related to environmental science, GIS, remediation and/or other applicable technical fields.
- **Minimum Education:** Bachelor's degree in environmental science or other applicable field.
- **Minimum Experience Requirements:** 0 years.
- **Relevant SINS:** 899-1, 899-7, 899-8

Technician III

- **Functional Duties/Responsibilities:** Performs or oversees other staff during project responsibilities including fieldwork, field documentation, data collection and testing procedures, and data entry. Manages field operations, data management, and may supervise other field staff and assign tasks. Responsible for quality control program implementation and ensuring compliance with developed standard operating procedures. Works independently at times. Work is reviewed by senior team members.
- **Minimum Education:** High School diploma or GED
- **Minimum Experience Requirements:** 1 year of experience is required. Formal education and/or certification in a related field may substitute for experience, at management's discretion.
- **Relevant SINS:** 899-1, 899-7, 899-8

Technician II

- **Functional Duties/Responsibilities:** Assists team with project responsibilities including fieldwork, field documentation, data collection and testing procedures, and data entry. Assists in the preparation of project deliverables under moderate supervision. Works independently at times. Work is reviewed by senior team members.
- **Minimum Education:** High School diploma or GED
- **Minimum Experience Requirements:** 6 months' work experience is required. Formal education and/or certification in a related field may substitute for experience, at management's discretion.
- **Relevant SINS:** 899-1, 899-7, 899-8

Administrative III

- **Functional Duties/Responsibilities:** Assists in report preparation, document completion, editing, and data entry. Offers administrative support. Assists with the development of graphics, tables, charts and other components of project deliverables. Participates in business development tasks. Interacts directly with clients. Works independently.
- **Minimum Education:** Bachelor's degree
- **Minimum Experience Requirements:** 1 year of prior relevant work experience is required
- **Relevant SINS:** 899-1, 899-7, 899-8

Administrative II

- **Functional Duties/Responsibilities:** Assists in report preparation, document completion, editing, and data entry. Offers administrative support. Assists with the development of project material. Participates in business development tasks. Works under moderate supervision. Work is reviewed by senior team members.
- **Minimum Education:** High School diploma or GED
- **Minimum Experience Requirements:** 1 year of prior work experience is required. Formal education and/or certification in a related field may substitute for experience, at management's discretion.
- **Relevant SINS:** 899-1, 899-7, 899-8

4. PRICING INFORMATION

Prices shown herein are net (discount deducted).

Awarded Hourly Prices

Labor Category	Feb. 2016 - Feb. 2017	Feb. 2017 - Feb. 2018
Principal Consultant	\$121.34	\$124.13
Senior Scientist	\$96.11	\$98.32
Senior Project Manager	\$109.72	\$112.25
Project Manager	\$87.37	\$89.38
Project Scientist	\$87.37	\$89.38
Staff Scientist II	\$74.81	\$76.53
Staff Scientist I	\$67.28	\$68.82
Technician III	\$54.86	\$56.12
Technician II	\$54.31	\$55.56
Administrative III	\$67.90	\$69.46
Administrative II	\$39.90	\$40.82

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor WD Number(s) identified in the SCA matrix. The prices offered are based on the preponderance of where work is performed and should the Contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

SCA Matrix

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No.
Administrative I	01612 – Word Processor	15-2573
Administrative II	01613 – Word Processor	15-2573